



Executive Committee Meeting

Thursday, May 14, 2009 1:00 pm – 3:00 pm
BCI Main Conference Room, Bismarck, ND

Attendees: Chuck Placek, Julie Lawyer, Dave Kleppe, Keith Witt, Nancy Walz, Pam Schafer, Cher Thomas, James Boehm, Glenn Ellingsberg, Kelly Janke, Darrell Vance and Amy Vorachek, Sally Holewa, Mike Lynk, Sue Davenport (scribe)

Not in Attendance: Jerry Kemmet

- **Approve Meeting Minutes**

- Glenn motioned to approve, Nancy seconds. Minutes approved

- **CJIS Program Status**

- Pam reported on the CJIS Program Status:
 - <http://www.nd.gov/cjis/committees/executive/docs/status/2009/2009-05.pdf>
- Amy discussed the project status of SAVIN.
 - The Courts are scheduled to start in 2010. We will need to apply for a Grant extension for the Courts Module.
 - The DOCR has been delayed slightly. Amy has asked Appriss for a new online date. Communication is going well. Jails 7 through 12 will be online soon.
 - Statistical report – This is a report available through Vine Watch. Amy will hand this out each time we meet. Amy went over the numbers with the committee. She distributed examples of the brochures, posters and “tear pads” that are being used for the marketing of the SAVIN program.
- Pam sent the new CJIS website link out to the committee. Status report was handed out and Pam went over highlights. LERMS training was done in Rugby last week and the Harvey PD attended. They plan to pursue using LERMS. Posters are being mailed out. The Fargo PD, waiting on cost estimate. Glenn, flood has put this off. He will get together with the Chiefs to work on the signing of the agency agreements. Glenn stated that June of next year is their go live date for their new system. CJIS should have the “Big 4” up and running by July 2010. The Justware 5.0 upgrade is a large project that Darin is managing, the completion is scheduled for end of August 2009.
- The CJIS budget was approved minus \$100,000 for the CJIS Business Study.
- Pam handed out the quarterly CJIS usage report:
 - Glenn stated the addresses that DOT has on file for driver’s license are not current. These addresses should be more accurate. He suggested that CJIS may be a means to improve the addresses.

- **SB2041 -CJIS Board Structure**

- Currently awaiting Letters of Nomination from the following:
 - Darrel Vance and Chief Witt stated the Chief’s of Police Association will send 1 name. The Sheriff’s Association will send 2 names.
 - Captain Kleppe will send a letter from the Highway Patrol.

- **Administrative Rules – Chuck, Pam**

- The administrative rules were distributed to the committee for review for the next meeting. Comments can be sent to Pam. These rules have been reviewed by the Attorney General's Office. Glenn, was there a discussion on excluding traffic violations? DUIs and DUS are common and also B Misdemeanors. Currently it is a two year delay for these offenses. Pam will add this to the board's agenda in August for discussion. .

- **Members discuss current projects – All members**

- Cher: The AG's office is working on the same items as discussed in the last meeting. She will discuss with Pam how the new sex offender system could use CJIS to send notifications to local law enforcement. One such notification would be the 3-day from incarceration to registration notification. We could start building the process later this year. Next year we'll look into how we can share BCI case management information through the hub. Task forces and BCI agents will be using BCI new case management system. Since BCI is an assisting agency, most of their cases are cases already identified at the local level.
- Mike: State Radio has started meetings with the CAD project, end of March, 2010 is the go live date. The CAD project will drive records management also. The Legislature funded many technology projects for State Radio, including CAD 2, AVL, baseline map, and upgrades to the NCIC switch. With the upgrade, State Radio can deliver drivers license pictures through their system. BCI is exploring migrating the concealed weapons permits into the form the switch will recognize allowing State Radio to validate concealed weapon permits when other states inquire. This is necessary with the changes in the North Dakota concealed weapons law requiring a 24/7 validation process. The NCIC switch will be upgraded to windows based format and add NCIC packages (audit, validation, and testing) to the switch to automate NCIC recertification. The windows update will assist with the CAD project and the NCIC packages will considerably cut staff time maintaining the NCIC standards. The target completion of the updates will coincide with the CAD migration timelines.
- Darrel: is running into a lot of stops with NCIC. Will extradite from Wisconsin but no other place.
- Sally: The Court's is very busy working on the Odyssey project or the UCIS replacement project.
- Dave, April projects are still going. Intergraph CAD i-Mobile module will be installed in some units later this year. The AVL piece will be i-Tracker. GPS, a significant officer safety tool, will be installed in some vehicles in the fall. Regarding RMS interface, trying to determine feasibility of working with older records or waiting for a newer off the shelf product. The NetMotion project is still in implementation and we are transitioning to cellular broadband data. There are a few problems but overall is a good project. It was necessary to purchase Wilson amplifiers to install in vehicles in order to boost cellular data coverage. Most units will have Verizon wireless cards but a few may have Alltel.
- Julie: The project plan is in place for Justware 5.0 She is also working on prioritizing the statutes in Justware.
- Keith: The Bismarck Police Department has many technology projects going on. They are sorting out voice interoperability. Transition to digital transcription for officers. BPD is looking at moving away from Motorola's Premier MDT.

- Chuck. Still working with electronic document storage, go live is scheduled for next month. The sex offender records retention law is in the books as 50 years. The DOCR has determined to keep only required portions rather than the whole file. We have 11 offenses that we've asked BCI to review their records. We are going to reference that to mark DOCR files.
- **Next meeting:** Combined Executive Committee, Board, and SAVIN Executive Steering Committee, Tuesday, June 9 1-3, Fort Totten Room
- **Dave moves to adjourn, Steve seconds, meeting adjourned at 2:29 pm.**